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*. Parties in correspondence with the Educational Department will please quote the number and date of any previous letters to which they may have occasion to refer, as it is extremely difficult for the Department to keep trace of isolated cases, where so many letters are received (nearly 500 per month) on various subjects.

DUTIES OF THE DEPARTMENT OF PUBLIC INSTRUCTION FOR UPPER CANADA.

As much is said, and much inquiry is abroad in regard to the duties of Public Departments, it may not be improper to give some account of the duties of this department. When the present school system was first established, the duties of the Education Office were light, as the municipalities and school officers and schools, were less than half in number what they now are, as there were no auditing of school accounts from them, no payment of moneys to them through this office, no *Journal of Education*, no Provincial Normal and Model Schools, no provision for supplying municipalities and school sections with text-books, maps, apparatus and libraries; and the correspondence of the office amounted to less than 500 letters per annum. Since then its duties have so increased and been multiplied, that it has been found necessary to divide the department into several branches, in each of which more labor is required than in the whole office before 1850. The School Act of 1850 more than doubled the duties of this department; and those duties have been much increased by the Supplementary and Grammar School Acts, as well as by the progress of the school system and the growing interest of the country in the advancement of education and knowledge. Some idea may be formed of this increase from the fact, that in 1850 the number of letters received amounted to 1,180, and in 1854, to 4,919. In 1850, the number of letters sent out from the department was 792, and in 1854 (not including circulars) it amounted to 2,581. Since 1850, there has, therefore, been an increase of more than 400 per cent. in the number of letters received, and of nearly 400 per cent. in the number of letters sent out by the department; and this increase in the *correspondence*, is but a fair indication of the increased labor in the other branches of the department. The several branches in which the department has been divided, are as follows:—

1. *Council of Public Instruction*:—This branch includes the general duties of the Council; its meetings; all matters connected with the Normal and Model Schools, such as their supervision, the appointments of masters and teachers, and servants; the auditing and payments of salaries and accounts, the admission of students and pupils, supplying the Normal and Model Schools with text-books, stationary and apparatus, the care, furnishing, and repairs of the buildings, (which have been planned, erected, and completed since 1850,) the care and culture of the grounds—a square of nearly 8 acres. The books, stationery, &c., for the students in the Normal School, (varying from 100 to 150,) and for the 400 pupils in the Model Schools, are supplied upon written requisitions from the

masters, and approved in writing by the Chief Superintendent. The requisitions are numbered and filed, as the authority for anything done or procured, under the general or special orders of the Council, by whom all the regulations respecting the establishment and government of the Common and Grammar Schools, and Public Libraries throughout Upper Canada, are sanctioned, and the text-books used in the schools and the books for the Public Libraries are authorised. The law requires the Chief Superintendent of Schools to prepare these regulations and all other matters for the consideration of the Council, to conduct all its correspondence and execute its orders. The Chief Clerk in the Education Office is also the Recording Clerk of the Council, and keeps the minutes, and the accounts of all moneys received and expended by it.

2. *Map and School Apparatus Depository*:—This branch includes the providing of the Normal and Model Schools with text-books and stationary; the purchase of maps; globes and all descriptions of school apparatus for the schools throughout Upper Canada, and correspondence relating thereto. These articles have been furnished to the schools to the amount of several thousand pounds. The collection of school apparatus in this Depository is the most extensive in America, if not in Europe: so much so, that a few months since, a partner of a large Scotch publishing house procured specimens of school requisites to the amount of about \$40, in order to re-print them in Edinburgh; and the Secretary of the Board of Education for the State of Massachusetts purchased articles to the amount of nearly \$200 for the Education Office in Boston, as specimens for the schools in the State of Massachusetts. During the last year, at the suggestion and under the revision of this department, three large maps of British North America have been undertaken—one in New York, which has been completed; one in Edinburgh, by Messrs. W. and A. K. Johnston, Geographers to the Queen; and one in London, by the Messrs. Smiths, publishers of the National School Maps. These British maps of Canada and the Eastern Provinces, are of the same size and style with Johnston's and the National series of large maps of Europe, Asia, &c., and include our latest county and township divisions, lines of railroad, &c. The proofs of those beautiful maps have been corrected in this office since the 1st of January; and they will be published in a few weeks—thus presenting for the first time to the British public (besides providing them for the schools both in England and in Canada) maps of Canada on so large a scale, and so complete and comprehensive in detail.

This Depository includes upwards of 150 different kinds of maps, charts, &c., and a large variety of cheap and beautiful apparatus, (to illustrate elementary instruction in different branches of Natural History, Chemistry, Natural Philosophy, Geometry, &c.,) which have been obtained from London, Edinburgh, Glasgow, Paris, Boston, New York, Philadelphia, and other places, and the collection of which has cost much time and labor.

3. *Public Library Depository*:—This branch includes the procuring and providing books for the Public Libraries, catalogues, regulations and correspondence relating to them. Nearly 4,000 *different works* are contained in the catalogue, the selection and examination of which, for the sanction of the Council of Public Instruction, and arrangements for procuring which, from more than fifty publishers in Great Britain and the United States, have involved an amount of time and labour